

**MARYLAND SCHOOL FOR THE DEAF  
BOARD OF TRUSTEES**

**Meeting Minutes  
November 21, 2003  
Frederick Campus**

**MEMBERS PRESENT:** David S. Birnbaum; Donald R. Eichelberger; John Ertel, Ph.D.; H. Mitchell Goldberg; Irajean W. Harper; Joseph J. Innes, Ph.D.; Jeffrey W. Lewis, Ph.D.; Anjali D. Margolin; Edgar B. Palmer; Charles E. Poyer; Barbara Raimondo; David A. Severn, Esq.; Samuel M Sonnenstrahl; Carol Stevens.

**MEMBERS ABSENT:** Ann H. B. Brockenborough, Ed.D.; Sandra N. Harriman; Laurie Yaffe-Shevitz

**ASSISTANT ATTORNEY GENERAL:** Lori P. Hopkins

**INTERPRETERS:** Roberta Quinn; Brenda Kelly-Frey.

President Raimondo called the meeting to order at 9:06 a.m.. Roll call was called by passing around the roll call sheet.

**President's Report:**

President Raimondo announced that Ms. Ira Jean Harper, Mr. Charles Poyer and Mr. David Severn have been re-appointed by the Governor's office to the Board of Trustees for a six-year term. Mr. Donald Eichelberger will remain on the Board until such time as his replacement has been appointed. A discussion was held regarding providing the Governor's office with potential candidates for the Board of Trustees.

President Raimondo reminded everyone that their attendance at the school events for which they signed up is greatly appreciated.

Ms. Raimondo announced that Dr. Ruth Howell, Director of the Family Education/ Early Intervention Dept. at the school will be presenting information to the BOT during the meeting on the Pilot Cochlear Implant Program at the Columbia Campus.

It was announced that the article regarding the role of the Board of Trustees at the Maryland School for the Deaf will be published in the fall issue of the Maryland Bulletin.

President Raimondo informed the BOT members that letters were sent to the people who presented at the Open Forum. Board member Carol Stevens shared that several recipients of these letters expressed to Ms. Stevens how pleased they were to receive the letter.

President Raimondo shared briefly that she has been working with Chad Baker – Assistant Superintendent/Director of Student Achievement and Results, Suzanne Schwertman – Chief Financial Officer/Managing For Results Coordinator and Anny Currin – Assistant Chair of the Accreditation Planning Committee on the survey to be distributed to parents and staff. More information on this subject and on the progress being made on the school's re-accreditation will be given later during the day.

Ms. Raimondo expressed the sentiment shared by all who attended that the appreciation dinner for Superintendent Tucker was a very nice event.

A **MOTION** was made to approve the agenda – SECONDED, PASSED.

The Board Members reviewed the Open and Closed Session Minutes to the August, 2003 BOT meeting. A correction was made to the spelling of Mr. Birnbaum's name in the closed session minutes. A **MOTION** was made to approve both the Open and Closed Session Minutes as corrected – SECONDED, PASSED.

**Vice President Report:**

No Report

**Secretary's Report:**

No Report

**Treasurer's Report:**

Mr. H. Mitchell Goldberg shared with the Board members that the petty cash account currently has \$257.17. There are several expenses coming up so the treasurer requested permission to transfer \$1000.00 from the Trustee Account managed by the Foundation to the BOT petty cash account. Mr. Goldberg reminded the BOT that the Foundation has the authority to invest the BOT money. This is done, of course, with the school's best interest in mind. He explained that Mr. Lee Kramer, Treasurer for the MSD Foundation, is re-investing the money in the Trustees' Ferris, Baker, Watts account. Mr. Goldberg will provide the BOT with the annual summary of the audit.

The BOT owes the Foundation \$852.00 for their share of the cost of the audit that was done last June. Mr. Goldberg will verify that this debt has been paid and will make the payment if it is still pending.

A **MOTION** was made to approve the transfer of \$1000.00 from the Trustee Account to the petty cash account – SECONDED – PASSED.

**Superintendent's Report:**

The Superintendent discussed the mandatory position reduction plan that the Dept. of Budget and Management (DBM) required the school to submit last month. Of the eleven (11) positions we were told we might have to abolish, seven (7) of those positions were returned to us. The school feels very fortunate to have only lost four (4) positions. These were positions that were not currently filled. The position reduction was not tied to our FY'04 budget. PINs are being reduced by the State for long-term savings.

Superintendent Tucker announced that our proposed budget for FY '05 was approved by DBM and it will be presented to the Governor in the spring. The Funding Formula was not touched this year and we are looking at a 4.4% increase over the FY '04 budget. The proposed Faculty Pay Plan was left intact. Currently on the table is the 2% cost of living increase for State employees.

The school closed on September 19, 2003 due to hurricane Isabelle. The Maryland Department of Education gave all public schools a waiver for that day so it will not take away from our snow days. A discussion was held regarding the timing of school closings. MSD is dependant on the county transportation departments. The School Administration is not in control of when children will be picked up from MSD in cases of inclement weather.

Mr. Tucker gave the BOT a brief overview of how the rotation of students in the group home, the Shockley House, will take place. The Grand Opening event was a success and the first group of students are scheduled to move in on Monday November 24, 2003.

The Superintendent reported on the success of our fall athletic teams.

Mr. Tucker thanked the Board members for the surprise dinner the previous Sunday.

Superintendent Tucker announced that Dr. Ruth Howell would give her presentation on the cochlear implant pilot program at 10:00 A.M. and Mr. Stanley Baker would follow with a report on the school scores for the Maryland State Assessments taken last year.

**Executive Committee Report:**

No report

**Education Committee Report:**

No report

**Fiscal Matters/Facilities Management Committee:**

No report

**Personnel Committee Report:**

The Chairperson of the Personnel Committee is charged with distributing, collecting and summarizing the Superintendent's yearly evaluation. The Chairperson then meets with the President of the BOT and together they meet with the Superintendent. Chairman Severn explained that the meeting took place this morning. Further detail will be given at a later time during this meeting.

**Student Life Committee:**

No report

**Trusteeship Committee:**

No report

At 10:12 A.M. Dr. Ruth Howell started her presentation to the Board of Trustees. Dr. Howell explained to the BOT that seventeen (17) of the seventy-four (74) children in the Family Education/Early Intervention (FE/EI) Program already have cochlear implants. Four more children are in the process of receiving implants. Forty-nine (49) of the seventy-four (74) children have hearing parents. The original cochlear implant task force was in place from 1999 to 2002. The new task force started in September this year. The focus in the program is on the whole child. A deaf teacher and a hearing teacher are working together in a classroom at the same time. Speech therapy is also available for the child. A parent of an implanted child in our FE/EI program spoke to the Board about her experience with the program.

At 10:56 Mr. Stanley Baker started his presentation on the Maryland School Assessments (MSA). Mr. Baker explained that as part of the No Child Left Behind (NCLB) legislation, our children are now taking the MSA and the Alternate Maryland School Assessment (AMSA). These will eventually replace the CRES tests and IMAP test. Last year was the first time our students took the new tests. The results from the 2002/2003 school year testing developed the school's baseline. The NCLB legislation expects that by the year 2014 the results will show 100% proficiency by the students in math, reading and science. The Maryland State Department of Education sets Adequate Yearly Progress (AYP) goals for schools based on last year's scores. If schools do not meet their AYP goals two years in a row a local school improvement plan is developed and implemented requiring the whole school system to get involved with the poor performing school. If the school fails two more years in a row a corrective action plan goes into effect. Two more years of failure will result in removal of the administrative staff as well as some teaching staff. Staff that have succeeded in other local schools will replace them. Mr. Baker explained that Dr. Richard Steffan and Ms. Kathy Meagher are working with the teachers on strategies that will help improve MSD scores. It was shared with the BOT that the Annual Measurable Objective (AMO) for Maryland schools is set by the State Department of Education. Testing procedures and reporting issues are still in a developmental stage. Board member Dr. Jay Innes explained that in Massachusetts deaf children can take the tests on a computer where they see the questions being signed. President Raimondo shared that the issue of testing for children in special education programs is still being discussed on Capital Hill.

A discussion was held regarding the MSD Geographical Policy. Superintendent Tucker explained that a task force has been created to review the feasibility of establishing an Enhanced Services program on the Frederick Campus. Parent needs, children's needs and resource issues will be examined by the task force. Dr. Steffan shared with the BOT that 75% of the students on the Columbia Campus have additional disabilities. He told the BOT that 85% of the students are day students and many of the families of these students are unable to make arrangements for transportation other than the county buses, therefore, the after school programs on the Columbia Campus are limited. Currently the after school program does include intramural athletics, swimming and arts and crafts.

A **MOTION** was made to revise the Geographic Policy to allow parents to decide which campus their children will attend if the family is split between the two MSD campuses –

SECONDED. A discussion was held regarding this motion. The **MOTION** did not pass – 1 for, 12 against.

**Open Forum:** No one signed up for Open Forum

**New Business:**

President Raimondo and Ms. Anny Currin, Assistant Chair of the Accreditation Planning Committee (APC), reported on the progress being made by the school with regards to re-accreditation. Ms. Raimondo explained that she and Ms. Carol Stevens are the Board representatives on the APC for the Columbia and Frederick Campuses. She explained the structure of the different committees and briefly discussed the 12 Standards Survey, which is part of the Accreditation for Growth (AFG) program the school is following this time. It was discussed that the first job that the committees needed to tackle was to review and revise, if necessary, the school's Mission Statement. The school currently has two mission statements – one is listed in the Parent/Student Handbook and the other one is used by the Chief Financial Officer for all of the schools submissions to the Managing for Results (MFR) Commission in Annapolis. It is the Accreditation teams goal to blend these two mission statements into one that can be used for everything. Towards that end, input is being requested from all the stakeholders – Parents, staff, students, alumni, BOT members, Foundation members and other community members. In order to get the most feedback possible, both on the surveys and the mission statement, many of the Accreditation team members will be attending evening meetings around the state to answer questions, provide assistance on the survey and collect feedback on the mission statement. These meetings will take place in the month of January. The Standards Survey will be mailed out during the holiday break.

Several BOT members gave input on the current mission statement as well as ideas for the belief statements to be written this winter.

Ms. Raimondo also shared with the BOT that another survey would be distributed in the spring. This survey is being developed by the Schaefer Center at the University of Baltimore in conjunction with the School. Ms. Raimondo has provided the Schaefer Center questions, which are important to the BOT; Ms. Schwertman has given them the questions that are needed for reporting to State Agencies and Mr. Baker and Ms. Currin have provided questions that are important to the program development at the school. This will be a paper survey done by faculty, parents, High School Seniors and Alumni that graduated no more than ten years ago. Much of the demographic information necessary will be pre-programmed at the top of the surveys. The University of Baltimore-Schaefer center will be responsible to mail the survey this spring. They will also collect and compile the data and follow up with stakeholders who have not responded. Only raw data will be provided to the school assuring total anonymity for the respondents.

A **MOTION** was made to authorize the BOT to pay one third of the survey cost not to exceed \$15,000.00 **SECONDED** – **PASSED** (7 for, 3 opposed).

A **MOTION** was made to refund the school and Ms. Brenda Kelly-Frey from the BOT petty cash account for expenses incurred for the appreciation dinner **SECONDED – PASSED**.

At 2:39 P.M. a **MOTION** was made to go into closed session for the purpose of discussing Personnel issues. **SECONDED – PASSED 13 – 0**. See attached.

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**ASSISTANT ATTORNEY GENERAL:** Lori P. Hopkins

**INTERPRETERS:** Brenda Kelly-Frey; Roberta Quinn

At 3:32 a **MOTION** was made to return to open session. **SECONDED – PASSED 13-0**.

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A discussion of the Superintendent's goals for the 2003/2004 school-year took place. A **MOTION** to accept the Superintendent's 2003/2004 goals as presented was made – **SECONDED – PASSED**.

A discussion was held regarding the BOT's visibility on campus. It was agreed that the participation of two BOT members in the Accreditation process will help but that maybe the Education Committee should take advantage of meeting days to tour the campuses and the could meet at the end of the day after the BOT meeting with PTCA Officers invited to the meeting. The mechanics of how to schedule the tour of the campus and the follow-up meeting will be discussed further at a later date.

The meeting adjourned at 4:00 P.M.

Respectfully submitted,

Anjali Desai-Margolin  
Secretary

